



## **Minutes**

### **Joint Board of Management Meeting**

Thursday, February 27, 2020

12:00 pm

Tourism Sarnia-Lambton Assembly Room

1455 Venetian Blvd. Point Edward

#### **Members**

Mayor Bev Hand, Chair, Village of Point Edward

Mayor Steve Arnold, Vice-Chair, St. Clair Township

Councillor Margaret Bird, City of Sarnia

Mayor Lonny Napper, Town of Plympton-Wyoming

Mayor Jackie Rombouts, Township of Warwick

Councillor Rick Goodhand, Municipality of Lambton Shores

#### **LAWSS General Manager:**

Clinton Harper

#### **Technical Staff:**

Brian Black, St. Clair Township

Adam Sobanski, Town of Plympton-Wyoming

Jay Verstraeten, Village of Point Edward

David Jackson, City of Sarnia

Amanda Guebels, Township of Warwick

Mark Harris, OCWA Operations Manager

Suzan Budden, OCWA

Suzanne Durling OCWA Admin

**1. Declaration of Pecuniary or Conflict of Interest**

**2. Approval of Regular Agenda Minutes**

*A copy of the minutes for the Thursday January 16, 2020 meeting of the LAWSS Joint Board of Management is attached to this agenda.*

Moved by: Mayor Steve Arnold

Seconded by: Councillor Rick Goodhand

"That the LAWSS Joint Board of Management **ADOPT** the January 16, 2020 meeting minutes."

Carried

**3. Delegations**

a. Presentation: Drinking Water Source Protection Efforts in Ontario

Jenna Allain, Source Protection Coordinator- Upper Thames River Conservation Authority & Stephen Clark, Risk Management Official / Inspector- St. Clair Region Conservation Authority

Moved by: Mayor Jackie Rombouts

Seconded by: Councillor Margaret Bird

"That the LAWSS Joint Board of Management **RECEIVE**

"Drinking Water Source Protection Efforts in Ontario" presentation as information."

Carried

**4. Information Reports**

*The November 2019, December 2019 and January 2020 Flow Summaries and other information reports attached.*

Moved by: Mayor Steve Arnold

Seconded by: Councillor Rick Goodhand

"That the LAWSS Joint Board of Management **RECEIVE** as information the October 2019, November 2019 and December 2019 Financial Statements, the November 2019, December 2019 and January 2020 Operational Statements and Flow Summaries, the 2019 Annual Report,

the 2019 Annual Summary Report, and the WTP Reservoir Maintenance Update."

Carried

a. Operational Statements

*The November 2019, December 2019 and January 2020 Monthly Operations Reports are attached.*

1. November 2019 Operational Statement
2. December 2019 Operational Statement
3. January 2020 Operational Statement

b. Financial Statements

*A copy of the October 2019, November 2019, and December 2019 LAWSS budget statement and cash balance sheets are attached for review and approval.*

1. October 2019 Financial Statement
2. November 2019 Financial Statement
3. December 2019 Financial Statement

c. November 2019 Flow Summary Sheets

d. December 2019 Flow Summary Sheets

e. January 2020 Flow Summary Sheets

f. 2019 Annual Report (Schedule 11)

g. 2019 LAWSS WTP Annual Summary Report (Schedule 22)

h. WTP Reservoir Update

**5. Capital Update**

a. Admin HVAC Rebuild Update

*That, on the recommendation of the LAWSS General Manager, the following actions be taken with respect to the report dated February 27, 2020, with respect to the Admin HVAC project:*

Moved by: Mayor Jackie Rombouts

Seconded by: Mayor Steve Arnold

"That the Admin HVAC Rebuild project **BE CLOSED** with the surplus funds in the approximate amount of \$15,995 released to the Board's reserve fund."

Carried

b. WLPS Special Valve Project

Moved by: Mayor Steve Arnold

Seconded by: Councillor Rick Goodhand

"That the LAWSS Joint Board of Management **AUTHORIZE** OCWA Engineering Group to administer a specialized valve replacement project at West Lambton Pumping Station for the quoted amount of \$25,600 +taxes."

Carried

c. LAWSS Master Plan Update – Demand Projections & Twinning & Grid Reinforcement Class EA Addendum

Moved by: Mayor Steve Arnold

Seconded by: Mayor Jackie Rombouts

"That the LAWSS Joint Board of Management **TABLE** the growth projections described in AECOM's report titled, "Water Demand Projection Analysis" dated February 19, 2020 for the development of the LAWSS Master Plan Update and allow time for Municipal Council's review and endorsement.

Carried

Moved by: Mayor Lonny Napper

Seconded by: Mayor Jackie Rombouts

"That the LAWSS Joint Board of Management **HIRE** AECOM to complete Twinning & Grid Reinforcement Class EA Addendum as per quoted amount of \$61,329.16+taxes as per section 6 under Negotiate Method in the LAWSS Procurement Policy".

Carried

d. Watermain Condition Assessment Approach and Prioritization

The LAWSS Joint Board of Management approved \$35,000 in 2020 for an Engineering Study aimed at developing a prioritization plan for watermain condition assessments going forward. The new GIS System will provide an up-to-date foundation to facilitate this effort. LAWSS approached OCWA Engineering group with a request to quote this work.

Moved by: Mayor Steve Arnold

Seconded by: Mayor Jackie Rombouts

"That the LAWSS Joint Board of Management **HIRE** OCWA to complete a watermain condition assessment approach prioritization study for the quoted amount of \$30,200+taxes as per section 6 in the Negotiate Method of the LAWSS Procurement Policy".

Carried

e. Scope of Work- RFP Engineering Design for Main Plant HVAC

Moved by: Mayor Steve Arnold

Seconded by: Mayor Jackie Rombouts

"That the LAWSS Joint Board of Management **ENDORSE** the scope of work for Engineering Design for Main Plant HVAC."

Carried

f. Scope of Work- RFP Supervisor Control and Data Acquisition (SCADA) Master Plan

Moved by: Mayor Steve Arnold

Seconded by: Mayor Jackie Rombouts

That the LAWSS Joint Board of Management **ENDORSE** the scope of work for a Supervisor Control and Data Acquisition (SCADA) Master Plan

Carried

- g. Scope of Work- RFP Engineering Design for 5kV Motor Control Group A&B Replacement.

Moved by: Mayor Jackie Rombouts

Seconded by: Councillor Rick Goodhand

"That the LAWSS Joint Board of Management **ENDORSE** the scope of work for RFP-Engineering Design for 5kV Motor Control Group A&B Replacement."

Carried

**6. Reports of Committees**

**7. Miscellaneous Reports**

**8. Ongoing Issues**

- a. Radiological Effluent Monitoring at LAWSS

Moved by: Mayor Steve Arnold

Seconded by: Councillor Rick Goodhand

"That the LAWSS Joint Board of Management **RECEIVE** as information and direct staff to provide followup report detailing Option 2, the development of a capital project to provide real-time radiological monitoring at LAWSS WTP for its consideration for inclusion in 2021 budget proposal."

Carried

- b. Brooke-Alvinston Water Supply System Modifications

Moved by: Mayor Jackie Rombouts

Seconded by: Councillor Rick Goodhand

"That the LAWSS Joint Board of Management **RECEIVE** as information."

Carried

c. 2020 Emergency Preparedness Scenario at LAWSS.

Moved by: Mayor Lonny Napper

Seconded by: Councillor Margaret Bird

"That the LAWSS Joint Board of Management **ENDORSE** the 2020 emergency preparedness scenario as outlined in February 27, 2020 staff report".

Carried

Moved by: Mayor Jackie Rombouts

Seconded by: Mayor Steve Arnold

"That the LAWSS Joint Board of Management **AUTHORIZE** the LAWSS General Manager to request Member Municipality staff participation in the 2020 emergency preparedness scenario."

Carried

Moved by: Mayor Steve Arnold

Seconded by: Councillor Margaret Bird

"That the LAWSS Joint Board of Management **AUTHORIZE** AECOM to proceed with hydraulic modeling in the amount of \$6746+taxes to combine Lake Huron Primary Water Supply System (LHPWS) hydraulic water model with LAWSS hydraulic water model to measure LHPWS ability to support LAWSS."

Carried

Moved by: Mayor Steve Arnold

Seconded by: Mayor Lonny Napper

"That the LAWSS Joint Board of Management **AUTHORIZE** hydraulic water modeling in relation to the 2020 emergency preparedness scenario, including system wide recommissioning, to an upset limit of \$83,231.11."

Carried

## **9. Correspondence**

- a. Re: Nuclear Waste Management Organization (NWMO) Presentation to LAWSS

Response from NWMO on questions generated from Thursday, December 5, 2019 presentation of the Deep Geological Repository (DGR)

Moved by: Mayor Steve Arnold

Seconded by: Councillor Rick Goodhand

"That the LAWSS Joint Board of Management **RECEIVE** correspondence from National Waste Management Organization detailing response to questions generated from December 5, 2019 presentation on the Deep Geological Repository."

Carried

## **10. New Business**

- a. LAWSS Compliance Coordinator (new FTE at LAWSS)

Moved by: Mayor Lonny Napper

Seconded by: Councillor Margaret Bird

"That the LAWSS Joint Board of Management **APPROVE** hiring a new employee at LAWSS within "Band 6" of the City of Sarnia's non-unionized rate scale."

Carried

- b. Treatment Investigations at LAWSS Water Treatment Plant

Moved by: Mayor Jackie Rombouts

Seconded by: Councillor Margaret Bird

"That the LAWSS Joint Board of Management **HIRE** Jacobs to complete the Municipal Impact Study with an upset limit of \$113,000 as per section 6 of the Negotiate Method of the LAWSS Procurement Policy".

Carried

## **11. By-Laws**

### a. By-Law No. 1-2020 Confirming

*Draft Confirming By-Law to confirm the proceedings of the LAWSS for the 2019 calendar year.*

Moved by: Councillor Rick Goodhand

Seconded by: Mayor Steve Arnold

"That the LAWSS Joint Board of Management **APPROVE** the 2019 Confirming By-Law."

Carried

### b. By-Law No. 2-2020 to regulate the proceedings of the Lambton Area Water Supply System Joint Board of Management

Moved by: Councillor Rick Goodhand

Seconded by: Mayor Jackie Rombouts

That the LAWSS Joint Board of Management **REPEAL** By-Law Number 2-2016 and **REPLACE** with By-Law Number 2-2020 to regulate the proceedings of the Lambton Area Water Supply System Joint Board of Management.

Carried

## **12. IN-CAMERA Items**

The Board will adjourn to an in-camera meeting if necessary.

Moved by: Mayor Jackie Rombouts

Seconded by: Mayor Steve Arnold

That the LAWSS Joint Board of Management **ADJOURN** to an in-camera session to discuss matters pursuant to section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees."

Carried

**13. Chair to Rise and Report on the Matters of Public Concern from the In-Camera Session.**

The Chair will report as required.

**14. Adjournment/Next Meeting**

Moved by: Mayor Jackie Rombouts

Seconded by: Mayor Steve Arnold

That the LAWSS Joint Board of Management **ADJOURN** this meeting to its next board meeting held on Thursday, March 26, 2020 at 12pm and the Tourism Sarnia-Lambton Assembly Room, 1455 Venetian Blvd. Point Edward."

Carried